



Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

State of West Virginia  
**Master Agreement**

Order Date: 07-06-2023

CORRECT ORDER NUMBER MUST  
 APPEAR ON ALL PACKAGES, INVOICES,  
 AND SHIPPING PAPERS. QUESTIONS  
 CONCERNING THIS ORDER SHOULD BE  
 DIRECTED TO THE DEPARTMENT  
 CONTACT.

<b>Order Number:</b>	CMA 0803 0081 DOT81220053B 2	<b>Procurement Folder:</b>	1049595
<b>Document Name:</b>	CO1 - WVDOT IT Temporary Staffing Services 81220053B	<b>Reason for Modification:</b>	CHANGE ORDER 1 TO RENEW CONTRACT
<b>Document Description:</b>	CO 1WVDOT IT Temporary Staffing Services -81220053B		
<b>Procurement Type:</b>	Central Master Agreement		
<b>Buyer Name:</b>			
<b>Telephone:</b>			
<b>Email:</b>			
<b>Shipping Method:</b>	Best Way	<b>Effective Start Date:</b>	2022-07-15
<b>Free on Board:</b>	FOB Dest, Freight Prepaid	<b>Effective End Date:</b>	2024-07-14

VENDOR		DEPARTMENT CONTACT																					
<b>Vendor Customer Code:</b>	VS0000009860	<b>Requestor Name:</b>	John P Toomey																				
SMART SHARED SERVICES LLC PO Box 1187		<b>Requestor Phone:</b>	304-352-0540																				
Charleston WV 25324-1187 US		<b>Requestor Email:</b>	John.P.Toomey@wv.gov																				
<b>Vendor Contact Phone:</b>	304-720-5151 Extension: 229	<div style="font-size: 48px; font-weight: bold;">24</div> <div style="font-size: 24px; font-weight: bold;">FILE LOCATION _____</div>																					
<b>Discount Details:</b>																							
	<table border="1"> <thead> <tr> <th></th> <th>Discount Allowed</th> <th>Discount Percentage</th> <th>Discount Days</th> </tr> </thead> <tbody> <tr> <td>#1</td> <td>No</td> <td>0.0000</td> <td>0</td> </tr> <tr> <td>#2</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#3</td> <td>No</td> <td></td> <td></td> </tr> <tr> <td>#4</td> <td>No</td> <td></td> <td></td> </tr> </tbody> </table>				Discount Allowed	Discount Percentage	Discount Days	#1	No	0.0000	0	#2	No			#3	No			#4	No		
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#2	No																						
#3	No																						
#4	No																						

INVOICE TO	SHIP TO
INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720  CHARLESTON WV 25305  US	INFORMATION TECHNOLOGY DIVISION DEPT. OF TRANSPORTATION 1900 KANAWHA BLVD E, BLD. 5 RM-720  CHARLESTON WV 25305  US

7-11-23

Purchasing Division's File Copy

<b>Total Order Amount:</b>	Open End
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ENTERED

JE 7/12/23

**PURCHASING DIVISION AUTHORIZATION**  
 DATE: *Tuanhe 7/11/2023*  
 ELECTRONIC SIGNATURE ON FILE

**ATTORNEY GENERAL APPROVAL AS TO FORM**  
 DATE: *John S. Gray*  
 ELECTRONIC SIGNATURE ON FILE

**ENCUMBRANCE CERTIFICATION**  
*Beverly Tolson*  
 DATE: 7-12-2023  
 ELECTRONIC SIGNATURE ON FILE

7/11/2023

**Extended Description:**

Change Order 1

Change Order No. 1 is issued to renew the original contract according to all terms, conditions, prices, and specifications contained in the original contract, including all authorized change orders.

Effective date of renewal 7/15/23 - 7/14/24  
Renewal Years Remaining: 2

No other changes.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	80111609				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Senior Mainframe Application Analyst ON SITE

**Extended Description:**

Senior Mainframe Application Analyst  
ON SITE  
\$65.00 per hour

See attached Synopsis and pricing page.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
8	80111609				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Senior Mainframe Application Analyst REMOTE

**Extended Description:**

Senior Mainframe Application Analyst  
REMOTE  
\$63.00 per hour

See attached Synopsis and pricing page.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
9	80111609				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Senior Mainframe Application Analyst ON SITE Y2

**Extended Description:**

Senior Mainframe Application Analyst  
ON SITE Y2  
\$63.30 per hour

See attached Synopsis and pricing page.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
10	80111609				0.000000
	<b>Service From</b>	<b>Service To</b>		<b>Service Contract Amount</b>	
				0.00	

**Commodity Line Description:** Senior Mainframe Application Analyst REMOTE Y2

**Extended Description:**

Senior Mainframe Application Analyst  
 REMOTE Y2  
 \$64.26 per hour

See attached Synopsis and pricing page.



WEST VIRGINIA DEPARTMENT OF TRANSPORTATION

Division of Highways

1900 Kanawha Boulevard East • Building Five • Room 110  
Charleston, West Virginia 25305-0430 • (304) 558-3505

05/15/2023

Jimmy Wristen, P. E.  
Secretary of Transportation  
Commissioner of Highways

SMART SHARED SERVICES LLC  
PO Box 1187  
Charleston WV 25324-1187

Subject Contract Renewal: CMA DOT81220053B  
Procurement folder: 1049595

The Department of Transportation of West Virginia is offering to renew the original contract according to all terms, conditions, prices and specifications contained in the original contract including all authorized change orders.

The renewal dates are 7/15/23 through 7/14/24 . If your company agrees to this renewal, please sign below and return as soon as possible. You may return all renewal documents via email to

John Toomey john.p.toomey@wv.gov

Please contact the email listed above if you have any questions.  
Thank you,

John Toomey

AD-WVDOT Information Technology, Procurement

We agree to renew the contract for the period as state above under the same terms, conditions, prices, and specifications in the original purchase order and any change orders thereto.

Eva Kordusky / Eva Kordusky 5-18-2023  
Name/Signature Date

VP of Business Operations  
Title

PROCUREMENT USE ONLY	
<u>Wendy Smith</u>	<u>TDLMGR</u>
Signature/Title/Date	

E.E.O./AFFIRMATIVE ACTION EMPLOYER



STATE OF WEST VIRGINIA  
DEPARTMENT OF ADMINISTRATION  
OFFICE OF TECHNOLOGY

Mark D. Scott  
Cabinet Secretary

State Capitol  
Charleston, West Virginia 25305

Joshua D. Spence  
Chief Information Officer

**TO:** Lisa DiNallo, Consultant  
Department of Transportation

**FROM:** Joshua D. Spence, Chief Information Officer  
Office of Technology

A handwritten signature in blue ink, appearing to read "JDS", is written over the printed name of Joshua D. Spence.

**SUBJECT:** INFORMATION TECHNOLOGY PROCUREMENT  
DOT81220053A-L IS&C NUMBER: 2023-9292

**DATE:** May 31, 2023

West Virginia Code §5A-6-4(a)(3) permits the Chief Technology Officer to “evaluate the economic justification, system design and suitability of information equipment and related services, and review and make recommendations on the purchase, lease or acquisition of information equipment and contracts for related services by the state spending units.”

West Virginia Code §5A-6-4c requires that the Chief Technology Officer review and approve “a major information technology project.”

West Virginia Code §5A-6-5 requires that “any state spending unit that pursues an information technology purchase that does not meet the definition of a ‘major technology project’ and that is required to submit a request for proposal to the State Purchasing Division prior to purchasing goods or services shall obtain the approval of the Chief Technology Officer, in writing, of any proposed purchase of goods or services related to its information technology and telecommunication systems.

After conducting a review of your request for WVDOT CMAs renewals-Year 2 for IT Temporary Staffing Services, the Office of Technology has determined:

X That your request is approved.

That your request is not subject to the review and approval provisions contained in Chapter 5A, Article 6 of the Code, therefore, it does not need approval by the Office of Technology.

This memorandum constitutes this office's official review and a copy should be attached to your purchase order and any other correspondence related to this request.

If you have questions, or need additional information, please contact Consulting Services at [Consulting.Services@wv.gov](mailto:Consulting.Services@wv.gov).